City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Carnagie
MAYOR PRO-TEM
Patrice M. Schornak
COUNCIL
Amy Baranski
Kathy Blanke
Patrick O'Dell
Dana Sutherland
David Winowiecki

CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

FRASER CITY COUNCIL AGENDA
IN PERSON & OPTIONAL VIRTUAL MEETING
THURSDAY, DECEMBER 9, 2021
6:30 P.M.

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL OF COUNCIL MEMBERS**
4. **APPROVAL OF AGENDA**
5. **CITIZEN PARTICIPATION ON AGENDA ITEMS**
6. **CONSENT AGENDA**
   a. City Council Minutes Regular Meeting November 9, 2021
   b. City Council Minutes Special Meeting November 15, 2021
   c. Historical Commission Minutes of October 4, 2021
   d. November Check Disbursements
7. **NEW BUSINESS**
   a. Set Date for 2022 CDBG Public Hearing
   b. Announcement of Vacancies of Boards and Commissions
   c. Reappointment of Boards and Commission Members
   d. Set Meeting Date for City Council Workshop
   e. Approval of City of Fraser Calendar for Meeting Dates
   f. Janitorial Service Contract – Senior Activity Center
   g. Discussion of Re-Opening of Fraser Parks and Recreation Department
8. **RETURNING BUSINESS**
   a. DPW Staffing
   b. DPS Staffing
   c. City of Fraser State of Emergency - COVID
9. **REPORT OF CITY ADMINISTRATION**
10. **REPORT OF MAYOR AND CITY COUNCIL**
11. **CITIZEN PARTICIPATION**
12. **ADJOURNMENT**

(Posted Thursday December 2, 2021)
IT is inviting you to a scheduled Zoom meeting.

Topic: Fraser City Council Regular Meeting
Time: Dec 9, 2021 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting
https://us02web.zoom.us/j/85902920102

Meeting ID: **859 0292 0102**
Passcode**: 132504**
One tap mobile
+13126266799,,85902920102# US (Chicago)
+19292056099,,85902920102# US (New York)

Dial by your location
+1 312 626 6799 US (Chicago)
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Meeting ID: **859 0292 0102**
Find your local number: https://us02web.zoom.us/u/kdQ2Z9ezV3

NOTICE OF ELECTRONIC PUBLIC MEETING

To protect the public health and in accordance with the City of Fraser's local state of emergency due to the ongoing COVID-19 pandemic, the **Fraser City Council** will meet electronically on **December 9, 2021 @ 6:30PM** in accordance with the Open Meetings Act, using the Zoom platform for videoconferencing. Public access will also be available in person for those wishing to attend the meeting within the city hall council chamber.

This notice is required to ensure that those wishing to observe and/or participate in the meeting have the opportunity to do so. The public can participate via the Zoom application, internet access via the Zoom website, and/or via telephone using the Zoom telephone number and meeting ID. The public will be able to hear Council members and will be permitted to speak for up to five minutes during the public participation portion(s) of the agenda. Please note that callers/viewers will automatically be muted, and must remain muted until called upon to speak by the Mayor. Written comments will be accepted prior to the date and time (no later than 4:00pm on the day of the meeting) by the City Clerk office at @ cityclerk@micityoffraser.com. During the meeting, members of the public may e-mail comments to publicmeeting@micityoffraser.com. The e-mail must provide the following: 1. Your name, address, and e-mail address 2. The agenda item in your subject line, if your comments pertain to a specific agenda item. To contact members of the City Council in order to provide input or ask questions on any business before the City Council at the meeting, please use the contact information found on the City of Fraser website: www.ci.fraser.mi.us. Public Hearing comments will be heard during any Public Hearing that is conducted during the meeting, and other comments will be heard or reviewed during public participation. The City of Fraser provides live public access to this meeting on Comcast Channel 5 and WOW Channel 10 and online at www.ci.fraser.mi.us. This live public access meets the OMA's requirements that all public body deliberations and decisions take place at a meeting open to the public. In addition, if technology permits, the meeting will also be streamed via the YouTube website and application. In the event of a change in the status of statewide or local states of emergency, the City Council meeting may be changed from a remote meeting to a live in-person meeting to be held at Fraser City Hall, 33000 Garfield Road, Fraser, MI 48026, on the same date and at the same time. The City will post notice of any change in method of conducting the meeting from a remote meeting to an in-person live meeting, and/or any change in the meeting place for this meeting, to the City's website at www.ci.fraser.mi.us. Interested parties should periodically check for such changes or contact the City Clerk's Office at (586) 293-3100. The City of Fraser thanks all of you for your understanding and support as we all attempt to navigate these challenging times together.

CITY OF FRASER ADMISTRATION – MAY - 2021

City of Fraser

CENTENNIAL COMMUNITY

CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

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Fraser City Council Meeting Minutes
Regular In-Person and Virtual Meeting
TUESDAY, November 9, 2021 @ 6:30 PM

Regular in-person and virtual meeting of the Fraser City Council, conducted on Tuesday, November 9, 2021 at 6:30 p.m. at the City Municipal Building, located at 33000 Garfield Rd., in the County of Macomb, Michigan

1. CALL TO ORDER

Mayor Pro-Tem Winowiecki called the meeting to order at 6:31 p.m.

2. PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Winowiecki led the Pledge of Allegiance.

3. ROLL CALL

Present: Baranski, Blanke, Kalka, Lesich, Schornak, Winowiecki
Absent: Carnagie

Motion by Lesich supported by Schornak to excuse Mayor Carnagie from the meeting of November 9, 2021.

AYES: Baranski, Blanke, Kalka, Lesich, Schornak, Winowiecki
NAYS**:** None

Also Present: City Manager Leven, City Attorney DeNault, City Clerk Greenia, Confidential Secretary Matuz

4. APPROVAL OF AGENDA

Motion by Blanke supported by Schornak to approve the agenda as amended, adding two (2) Certificates of Appreciation before item 7a, but giving them no item letter designation.

AYES: Baranski, Blanke, Kalka, Lesich, Schornak, Winowiecki
NAYS: None

Motion Carried

5. CITIZEN PARTICIPATION ON AGENDA ITEMS

None at this time.

6. CONSENT AGENDA

Motion by Blanke, supported by Lesich, to approve the Consent Agenda
For the November 9, 2021 City Council meeting as presented/amended

AYES: Baranski, Blanke, Carnagie, Kalka, Lesich, Schornak, Winowiecki
NAYS: None

- **a. City Council Meeting Minutes October 14, 2021b.**
- **b. Zoning Board of Appeals September 2, 2021**
- **c. October Check Disbursement**

7. NEW BUSINESS

Mayor Pro-Tem Winowiecki presented a Certificate of Appreciation to Council Member Suzanne Kalka

Mayor Pro-Tem Winowiecki presented a Certificate of Appreciation to Council Member Michael Lesich.

a. Proclamation – Habitat for Humanity – Macomb/Women Build

A presentation was made by Council Member Lesich to Deb McKinley, Barb King, Maureen Humphries and Vickie Ban Bassiliers, members of Habitat for Humanity Macomb/Women Build thanking them for their efforts in helping to make McKinley Park a barrier free site.

b. Proclamation – Linden Construction – Steve Lindenbaum and Linden Construction

A presentation was made by Council Member Lesich to Steve and Tracy Lindenbaum and Linden Construction on behalf of their contribution of a Sensory Garden – raised planting beds – at the McKinley-Barrier Free Park project.

c. Presentation – Presentation of the Keep Michigan Beautiful President's Award for McKinley Park

Sherry Stein, President of the Fraser First Booster Club, presented a plaque awarded to the City of Fraser for their work on the McKinley Park Project. This award was the President's Award from Keep Michigan Beautiful and was one (1) of only five (5) such awards given out in the State of Michigan.

d. I.T.Right Proposal

City Manager Leven reviewed the proposal from I.T. Right to migrate all of the City's email from the current Google Docs over to Microsoft 365. She explained to City Council that using Microsoft 365 was a much better option for the City. The former Finance Director had initiated this idea. Council Member Lesich asked if the $48.00 per unit was an annual or monthly fee. City Manager Leven stated she believed it was an annual fee.

Motion by Baranski supported by Kalka to approve the proposal from I.T. Right for the migration of our email system from Google Docs to Microsoft 365 for the amount of $15,120.00 to be charged to account 101-258-933-000.

AYES: Baranski, Blanke, Kalka, Lesich, Schornak, Winowiecki
NAYS: None

Motion Carried

e. DPW Staffing Request – Part Time Seasonal Laborer

City Manager Leven explained that this staffing would be to replace a staff member that had left that position. It was not increasing the amount of staffing in the DPW. She reviewed what this employee would be doing.

Motion by Baranski supported by Schornak to approve the hire of a DPW Seasonal Laborer Position for $15.00 hourly, not to exceed 29 hours weekly or no more than 40 hours per week from April 1st to October 1st.

AYES: Baranski, Blanke, Kalka, Lesich, Schornak, Winowiecki
NAYS: None

Motion Carried

Motion by Baranski, supported by Schornak that if there is a future replacement position open for Part-time Seasonal employee in the DPW the hiring can be done without bringing it to City Council noting that Mr. Ragsdale will be Meeting with Amy Cell, HR, to determine the required amount of staffing that the DPW will need going forward.

AYES: Baranski, Blanke, Kalka, Lesich, Schornak, Winowiecki
NAYS: None

Motion Carried

f. Special Meeting – November 15, 2021

City Manager Leven reviewed that she was proposing Monday, November 15, 2021 as the date for the swearing in of the newly elected City Council members.

Motion by Blanke supported by Kalka to approve Monday, November 15, 2021 at 6:30 p.m. as the date and time to set a Special Fraser City Council Meeting to swear in the new City Council Members and select the Mayor Pro-Tem.

AYES: Baranski, Blanke, Kalka, Lesich, Schornak, Winowiecki
NAYS: None

Motion Carried

8. RETURNING BUSINESS

a. Public Safety Director Vacancy

City Manager Leven open reviewed that at the October 14, 2021 the position of Director of Public Safety was formally offered to Lt. David Bisby. The offer letter indicated, as all offer letters do for Department Head positions, that there was a ten (10) day window to respond to the offer. Lt. Bisby has requested that the time be extended to January 10, 2022 for his response.

Mayor Pro-Tem Winowiecki commented on this matter. He indicated that he believed the City had followed the procedures as required by them according to Act 78. He indicated that the City was running operations like a business. He understood the concern on behalf of Lt. Bisby in wanting additional time, but he again stated that the City was being run like a business.
Council Member Baranski reviewed her thoughts. She stated that during discussion of this position, our HR Director stated many times that it was not a good thing to have an “interim” in a leadership position. It effected the morale of the employees in a negative manner frequently. She wanted to move forward with choosing a permanent Director of Public Service so that the City could move forward.

Motion by Baranski, supported by Winowiecki to allow a firm and final extension to 4:00 p.m. on Friday, November 12, 2021 for Lt. David Bisby to submit a written acceptance of the position of Director of Public Safety for the City of Fraser with the terms of that employment being set forth in the 10/14/2021 motion and the 10/20/2021 Terms of Employment memo from the City Manager to Lt. Bisby. If written acceptance of the promotion is not received by 4:00 p.m. Friday, November 12, 2021 the City will consider the promotion declined/rejected. The City will then proceed pursuant to PA 78 to test the Sergeants for the Director position to be filled as soon as possible.

Council Member Kalka agreed with the motion. She stated she understood this was a huge leap for Lt. Bisby and added that having a Director who is also in the Union was a large conflict of interest for the City.

Council Member Lesich reviewed the history of how the City arrived at the current position. To be clear PA 78 did slow the process down a bit but City Council all agreed that it needed to be followed. He would be voting no on the motion as he feels Lt. Bisby should be granted more time than this motion allows to make the decision.

Council Member Blanke commented regarding the history of this position and why PA 78 was in play. It was there to prevent hiring of these types of positions from being made for political reasons. She said that this Council felt it needed to be adhered; they should follow the correct path as stated in PA 78. Lt. Bisby has served the residents of Fraser extremely well over his time here. She questioned regarding retro pay to him for his service until this time. She stated that she was in agreement with Council Member Baranski’s motion that the City needed to move on this matter sooner rather than later.

Council Member Baranski added that since she had been on City Council, over the past two (2) years, they had run the City like a business and should continue to do so. It was not personal.

AYES: Baranski, Blanke, Kalka, Schornak, Winowiecki
NAYS: Lesich

Motion Carried

Motion by Baranski, supported by Lesich, to pay Lt. Bisby from 10/14/2021 until the Director of Public Safety position is accepted and filled for duties he is carrying out as the highest-ranking officer in the City pursuant to the Lts. Contract.

AYES: Baranski, Blanke, Kalka, Schornak, Winowiecki
NAYS: Lesich

Motion Carried

b. Library Property Transfer Update

City Attorney DeNault reviewed for City Council the documents they had before them regarding the sale of the Library property. He stated that the Library Board had these as well and decided they were going to wait before making a decision on them. They do not meet again until January of 2022. City Council could make a decision tonight on this matter or they could postpone a decision until the December meeting.

Council Member Kalka was concerned with the cost of the roof repairs and the fact that the City may have to help the Library pay for those. She asked if that were the case, would the Library pay the City back?

Council Member Lesich reviewed the history of this issue.

Attorney DeNault indicated that the cemetery would stay with the City, as it was not legal for a Library to own a cemetery.

Motion by Lesich to approve the agreement to sell the Library as presented in the agreement before the City Council tonight and that this would be subject to any adjustments made by our attorney.

Motion dies for lack of support.

Council Member Schornak indicated she was not comfortable with the Agreement she had some concerns regarding the reverter clause and the length of it.
Mr. DeNault noted that the reverter clause was limited strictly to what was agreed on already.
Council Member Schornak stated she did not want to lose the value of the building for any reason.

Council Member Baranski stated she needed time to review the Agreement thoroughly before she would be comfortable taking any action on it. She said that perhaps she could support approving this at the December meeting.

Motion by Schornak, supported by Baranski to postpone a decision on the Agreement to Sell the Library until the December 9, 2021 Fraser City Council Meeting.

AYES: Baranski, Blanke, Kalka, Lesich. Schornak, Winowiecki
NAYS: None

Motion Carried

c. Smoking at Senior Housing Update

Attorney DeNault indicated that had not prepared the proposed Ordinance regarding enforcement of the no smoking at the Senior Housing. He would have that for the December meeting.

9. REPORT OF CITY ADMINISTRATION

City Manager Leven gave the following updates to City Council:
The Assistant City Manager had started on November 1 and seemed to be working well.
The Activity Center had a soft opening on November 8 and it was attended by about 40 residents. Right now, there is limited activity. The woman who will be running the activities was there. She was also in the audience tonight.
The Communications Assistant had started working and was jumping right in on updating our website.

The Election went well and was certified by the County already. Many thanks to the employees at Macomb Township who helped us in the Election. Mary Matuz also gave quite a bit of support.

Currently there were some staffing issues with employees testing positive for COVID.

The State and County Agencies are working on the leak from the fuel tank that was found at the mobile gas station. Mobil is 100% responsible for covering the cost of the repairs.

DPW Supervisor Ragsdale was working at getting the signs put up at the Parks. He was trying to get this done and was having issued due to it being so difficult to get contractors at this time, there were supply chain issues and there were also cost issues to consider.

The auditors were going to be in the office all of next week. She stated she felt that the City was prepared for them to come.

She shared that the City, primarily the DPW Offices, were receiving quite a few calls from frustrated residents that 14 Mile Road was not yet open. She reminded everyone that this was not the City’s project, but rather Consumer’s Energy’s project.

There were some issues with Fruehauf, the contractor, regarding some of the paving. AEW is working with them on a solution. There is a resident that is having a problem. She hopes this will be fixed in a couple of days.

Meadows Pavilion should be up sometime next week.

Thursday is Veteran’s Day and the office is closed.

She indicated that half of the ARPA monies had been received. She discussed some projects that have been proposed as a possible way to use the funds.

10. REPORT OF MAYOR AND CITY COUNCIL

Council Member Baranski asked what the status was of the possible Christmas Holiday event. City Manager Leven explained that she had been working with Hunter on this and had turned it over to the Assistant City Manager. A save the date type of announcement should be coming out sometime this week.

Council Member Baranski noted that the future Senior Center Recreation Coordinator Shelly Gilray was in the audience tonight. She came up to the table and introduced herself. She said she had many great ideas and was very excited for the opportunity.

Council Member Schornak noted she had been involved before in the Christmas celebrations and would be happy to help again.

Council Member Baranski indicated she had spoken with the Mayor and he would like to do some housekeeping of items that were open such as updating the signs as the park, Recreation Board appointments and the status of that Board.

She wanted to thank Sarah Mistretta, Finance Director/Assistant City Manager. She then thanked Council Members Lesich and Kalka for their time served on City Council. Their efforts and time were very much appreciated!

Council Member Lesich thanked the residents of the City of Fraser for allowing him the privilege to serve them over the last six (6) years. He was very appreciative and proud that he had the opportunity to do it. He reviewed the accomplishments of City Council since his time on the board and was happy with what they had done. He indicated that he learned a lot about municipal government – City Council pulls the big levers and the employees do the major part of the work. He wanted to thank the City Manager and all of the employees for all they do for the City. He added best wishes to the newly elected Council Members.

Council Member Schornak began by thanking all the Veterans for their Service to the Country. They have made many sacrifices that support our right to choose as Americans.
She shared that the Goodfellows Auction went well – the papers were going to be sold on November 19, 20 and 21. Goodfellows is all about kids at Christmas!
There is an open house for the Baumgartner Museum with a Christmas Sale on December 5, 2021.
She thanked both Council Member Kalka and Council Member Lesich for their service to the City and all of the hard work – she stated they had both been a lot of help to the Council. She added she was looking forward to working with the new Council Members. She also wanted to thank all the volunteers that help the City in so many ways no one ever even knows about.

Council Member Kalka addressed the Council. She reviewed the history of how she became interested in serving on City Council. She said her daughter inspired her to get involved. She wanted to make a difference and make changes to make the City of Fraser a better place. She added that she felt The City Council had hired some good people and she was thankful for their Service. She then stated that she was a big supporter of the Public Safety Department. She shared she was very thankful for the opportunity that the residents gave her with their support for being on City Council. She was always very honest and true about the facts. She thanked her colleagues for working together for the betterment of the City. She said she was sure that Council would do an excellent job moving forward and wished everyone well.

Council Member Blanke wanted to thank Council Member Kalka and Council Member Lesich for their service to the City. She said she appreciated all that they had done over their time on City Council.
Veteran's Day was coming up and there was a ceremony at Steffan's Park at 11:00 a.m.. The VFW was selling memorial bricks for a fundraiser to help pay for a new roof on their building.
She noted that City Manager Leven had commented on a few items by stating, "We are doing the best we can". She stated that really that is all we can ask for from each other. She added that she was in contact with the Mayor and that he really wanted to be at the meeting tonight- she knew that many people had to fight with him to get him to stay home.

Mayor Pro-Tem Winowiecki address Council and stated that everything he was going to comment on had already been addressed. Thank you to the residents of Fraser for re-electing him to serve on City Council. He continued to offer prayers for the Mayor's continued recovery.

11. CITIZEN PARTICIPATION

Sherry Stein wanted to thank Council Member Lesich and Kalka for their service to the Council and the City.
Congratulations to new Council Members Sutherland and O'Dell, and to Mayor Pro-Tem Winowiecki on his re-election to Council.
She noted that she would be happy to help with the Christmas in Fraser event and asked that Assistant City Manager Mistretta please call her.
The Annual Blue Jean Ball would be held on February 12, 2022. She gave her email and asked that anyone contact her if they had questions on this and/or wanted Tickets. They were $45 each and the event would be held at The Vintage House.

Dana Sutherland wanted to thank everyone on City Council for all they have done and said she was very excited to be a part of this moving forward. Thanks to all the residents that elected her.

Laura Lesich spoke. She noted she was concerned with the condition of the City's website – she felt all administrators should be able to go on the Website and update items in their department.
She was also concerned that there was an open seat on the Recreation Board and she hoped it would be filled soon.
She indicated that she did not understand why the signs at the Parks were not yet up.
She also noted concern with hydrant flushing being done right outside of her door and that this was done a few days ago but the sign was still there.

A five minute break was taken at 8:20 p.m.

12. CLOSED SESSION

Strategy session connected with the negotiation of a collective bargaining agreement – Police Officers Association of Michigan

Motion by Baranski supported by Kalka to enter into closed session for the purpose of discussing strategy connected with the negotiation of a collective bargaining agreement – Police Officers Association of Michigan at 8:25 p.m...

AYES: Baranski, Blanke, Kalka, Schornak, Winowiecki
NAYS: Lesich

Motion Carried

City Council reconvened into open session at 8:37 p.m.

Motion by Baranski, supported by Lesich to authorize the City Manager to proceed as discussed in closed session.

AYES: Baranski, Blanke, Kalka, Schornak, Winowiecki
NAYS: Lesich

Motion Carried

13. ADJOURNMENT

Motion by Kalka supported by Lesich to adjourn the meeting at 8:37 p.m.

AYES: Baranski, Blanke, Kalka, Schornak, Winowiecki
NAYS: Lesich

Motion Carried

Meeting adjourned at 6:52 p.m.

Respectfully Submitted:

____
Cindi Greenia, Clerk
City of Fraser

____
David Winowiecki
Mayor Pro-Tem

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
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COUNCIL
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Kathy Blanke
Patrick O'Dell
Dana Sutherland
David Winowiecki

CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

Fraser City Council Special Meeting Minutes
Regular In-Person and Virtual Meeting
MONDAY, November 15, 2021 @ 6:30 PM

A special in-person and virtual meeting of the Fraser City Council, was held on Monday, November 15, 2021 at 6:30 p.m. at the City Municipal Building, located at 33000 Garfield Rd., in the County of Macomb, Michigan

1. CALL TO ORDER

Mayor Carnagie called the meeting to order at 6:31 p.m.

2. SWEARING IN

Council Member Elect Patrick O'Dell was sworn in by the Honorable Kathleen G. Galen to take seat on the Fraser City Council.

Council Member Elect Dana Sutherland was sworn in by the Honorable Kathleen G. Galen to take her seat on the Fraser City Council.

Council Member David Winowiecki as sworn in by the Honorable Kathleen E. Tocco to take his set on the Fraser City Council.

3. ROLL CALL

Present: Baranski, Blanke, Carnegie, O'Dell, Schornak, Sutherland, Winowiecki
Absent: None

Also Present: City Manager Leven, City Attorney, DeNault, Deputy City Clerk Matuz

4. APPROVAL OF AGENDA

Motion by Baranski supported by Blanke to approve the Agenda as presented.

YES: Baranski, Blanke, Carnagie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS: None

5. ORGANIZATIONAL ACTIVITY

City Attorney Don DeNault provided the definition of Mayor Pro-Tem, and stated that it is an elected by City Council Position.

Council Member Winowiecki made a motion to nominate Member Schornak as Mayor Pro-Tem. Member Schornak accepted the nomination.

No other nominations were made.

Member Schornak was named as Mayor Pro-Tem

6. CITIZEN PARTICIPATION

Council Member Baranski welcomed new Council Members O'Dell and Sutherland.

Council Member Blanke welcomed new Council Members O'Dell and Sutherland.

Mayor Pro-Tem Schornak welcomed new Council Members O'Dell and Sutherland.

Council Member Winowiecki welcomed new Council Members O'Dell and Sutherland.

7. ADJOURNMENT

Motion by Winowiecki supported by Baranski to adjourn the meeting at 6:52 p.m.

AYES: Baranski, Blanke, Carnegie, O'Dell, Schornak, Sutherland, Winowiecki
NAYS:

Meeting adjourned at 6:52 p.m.

Respectfully Submitted

Cindi Greenia, Clerk
City of Fraser

Michael Carnagie
Mayor

City of Fraser

CENTENNIAL COMMUNITY

Fraser Historical Commission

Minutes – Monday, October 4, 2021

Present: Marilynn Wright, Jim Chamberlin, Harry Hodgson, Nancy Ehrke, Denise Wojciechowski, Tom Iwanicki, Jeffrey Pollock. Members at Large – Kathy Pirtle, Curtis Rice & Dori Guoin, City Liaison – Rose McKinney

Also Present: Tom Tesnow, Anniversary Book

Excused Absences: Karen Hodges, **Absent:** Marie Cilluffo

1. **Call to order** at 7:05 p.m. by Marilynn
2. **Pledge to the Flag**
3. **Approve Agenda:** Motion by Denise, Supported by Tom
4. **Approve Minutes:** Motion by Jeff, Supported by Nancy
5. **Liaison Report:** Budget report for the month of September 2021 were passed out. Marilynn asked if the monies from the tree were placed back into the Historical Commission's budget. Liaison will look into if the monies were transferred.
6. **Unfinished business:**
   a) **Anniversary Book:** Tom Tesnow was present**.** A lengthy discussed ensued regarding the anniversary book and Fraser History. Tom Iwanicki and Dori will prepare articles. Marilynn will reach out to the Walsh family to see if they would like to write an article for the new book. The Society may want to write an article as well on the Library building.
   b) **Open House:** Eight people had visited the house and 13 books were sold from the barn sale.
   c) **Barn Sale:** Wood Signs need to be found and placed along with Facebook Ads. Tom will set up for hot dogs, Cutis will use blower to clean barn, DPW have work orders for set up. Signs need to go out on Wednesday. M Marilynn will purchase the condiments.
7. **Unfinished business:**
   a) **Pack up Barn Sale**: Denise will pack up from sale and Nancy will contact the Veterans to see if they would like the donations.
   b) **Set Up for Christmas**: Nancy will set up for the Christmas Sale
8. **Commission Reports**: **Marilynn – looking** for someone to wash windows and clean the screens, Denise and Nancy will take care of the windows/screens. Coffee will be made 8:30/9:00 a.m. for barn sale.
   Jim: Stated that the outhouse looked good and almost complete.

Curtis: stated there is standing water in front of barn door
Rose: work orders will be submitted for all light issues outside and to clean barn gutters, which eliminated the stating water in front of barn door in the past.
Dori: Cannot attend Saturday but will be here Sunday 9-4. Would also like to give Karen a donation for the purchase of the butterfly bench.
Tom: Will be late on Sunday for the Sale
Harry: Nothing to report
Denise: Friend of a Friend has someone interested in the old radios that like to make them into something different. Commission thought they could reduce price if they took all of them.
Kathy: Nothing to report
Jeffrey: Nothing to report
Nancy: Newsletters were sent out to 474 people. Rite to life is collecting baby items and maybe we could donate our baby items to them. Society was emailed about the Fraser Craft show. If someone could take, pictures of old coke bottles and place on marketplace.

9. **Adjourned** at 8:40 p.m. Motion by Jim, Supported by Jeffrey. Motion carried

Respectfully submitted, Rose McKinney, City Liaison

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City of Fraser

CENTENNIAL COMMUNITY

City of Fraser

Check Disbursement Report

December 9, 2021

EXPENDITURES FOR APPROVAL

101	GENERAL FUND	$	147,220.95
202	MAJOR STREET FUND	$	63,195.63
203	LOCAL STREET FUND	$	214,684.90
210	AMBULANCE FUND	$	5,670.91
226	GARBAGE AND RUBBISH COLLECTION	$	72,548.58
270	SENIOR HOUSING	$	31,764.77
592	WATER & SEWER FUND	$	47,105.70
661	MOTOR POOL	$	4,382.66
	VENDOR EXPENDITURES	**$**	**1,196,574.10**

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/05/2021	PNC	137115	APOLLO FIRE EQUIPMENT	OPERATING SUPPLIES	746.000	301	43.46
				OPERATING SUPPLIES	746.000	301	840.00
				OPERATING SUPPLIES	746.000	301	45.00
				CHECK PNC 137115 TOTAL FOR FUND 101:			928.46
11/05/2021	PNC	137116	ASSESSMENT ADMINISTRATION	PROFESSIONAL SERVICES (ASSESSOR)	801.500	209	9,708.33
11/05/2021	PNC	137117	AT&T	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	507.81
11/05/2021	PNC	137120	BOBS SANITATION SERVICE, INC	OTHER REPAIRS AND MAINTENANCE	934.000	690	190.00
11/05/2021	PNC	137122	BS&A SOFTWARE	SOFTWARE MAINTENANCE AGREEMENTS	933.000	258	1,410.00
11/05/2021	PNC	137123*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	81.36
				OTHER REPAIRS AND MAINTENANCE	934.000	265	86.05
				MATERIALS & SUPPLIES	742.000	269	360.00
				CHECK PNC 137123 TOTAL FOR FUND 101:			527.41
11/05/2021	PNC	137124	CINTAS FIRST AID & SAFETY	OTHER REPAIRS AND MAINTENANCE	934.000	269	71.01
11/05/2021	PNC	137130	DENISE WOJCHIECHOWSKI	OTHER REPAIRS AND MAINTENANCE	934.000	267	69.97
11/05/2021	PNC	137132*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	4,458.41
				ELECTRIC	920.000	266	838.37
				ELECTRIC	920.000	267	113.76
				ELECTRIC	920.000	269	607.19
				ELECTRIC	920.000	448	186.08
				CHECK PNC 137132 TOTAL FOR FUND 101:			6,203.81
11/05/2021	PNC	137135*#	FIRE EXTINGUISHER SALES & SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	269	210.40
				OTHER REPAIRS AND MAINTENANCE	934.000	690	91.60
				OTHER REPAIRS AND MAINTENANCE	934.000	690	91.60
				CHECK PNC 137135 TOTAL FOR FUND 101:			393.60
11/05/2021	PNC	137137	GMT POWER, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	3,343.99
11/05/2021	PNC	137139	HALLAHAN & ASSOCIATES, P.C.	PROFESSIONAL SERVICES (LEGAL)	801.800	210	456.00

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/05/2021	PNC	137140	HUNT SIGN COMPANY	MATERIALS & SUPPLIES			** VOIDED **
11/05/2021	PNC	137142	I.T. RIGHT	HARDWARE	985.000	258	36.92
				HARDWARE	985.000	258	22.35
				CHECK PNC 137142 TOTAL FOR FUND 101:			59.27
11/05/2021	PNC	137149#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	165.68
				MATERIALS & SUPPLIES	742.000	690	139.98
				CHECK PNC 137149 TOTAL FOR FUND 101:			305.66
11/05/2021	PNC	137151	MICHIGAN ASSOC. OF MUNICIPAL	CONFERENCES	911.000	215	450.00
11/05/2021	PNC	137152	MICHIGAN POLICE TRAINING	TRAINING 302 FUNDS	910.302	301	825.00
11/05/2021	PNC	137155	CITY OF ROSEVILLE	MAIL OR POSTAGE	851.000	136	411.50
11/05/2021	PNC	137156	JAMES SHIMKO	PLUMBING INSP.	703.200	371	387.00
11/05/2021	PNC	137158	SUPPLY DEN	MATERIALS & SUPPLIES	742.000	269	50.55
11/05/2021	PNC	137160*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	40.70
				COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	371	81.34
				COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	441	509.56
				CHECK PNC 137160 TOTAL FOR FUND 101:			631.60
11/12/2021	PNC	137164	123.NET,INC.	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	258	480.93
11/12/2021	PNC	137165	ABLE CONSTRUCTION	Escrow Fee	283.100	000	1,000.00
11/12/2021	PNC	137170	CARE WORKLIFE SOLUTIONS	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	171	3,800.00
11/12/2021	PNC	137175	PROFESSIONAL BENEFITS SERVICES,	PROFESSIONAL SERVICES (HR)	801.100	270	53.00
11/12/2021	PNC	137176	DDKASSAB, LLC	OPERATING SUPPLIES	746.000	301	820.00
11/12/2021	PNC	137177	DETROIT ENERGY STREET LIGHTS	ELECTRIC (STREET LIGHTING)	920.100	448	18,793.63
11/12/2021	PNC	137182*#	GFL ENVIRONMENTAL USA	DUE FROM LIBRARIES	073.000	000	94.31

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/12/2021	PNC	137183	GLOCK PROFESSIONAL, INC	ARMORERS COURSE - TROY APRIL 2022	910.000	301	250.00
11/12/2021	PNC	137184	GMT POWER, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	645.00
11/12/2021	PNC	137185	HUNT SIGN COMPANY	MATERIALS & SUPPLIES	742.000	690	216.00
11/12/2021	PNC	137186	I.T. RIGHT	PROFESSIONAL SERVICES	801.100	258	20,860.00
				PROFESSIONAL SERVICES	801.100	258	(700.00)
				HARDWARE	985.000	258	28.14
				CHECK PNC 137186 TOTAL FOR FUND 101:			20,188.14
11/12/2021	PNC	137187	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	269	124.23
11/12/2021	PNC	137190#	PHILLIPS SECURITY	CAMERA SYSTEMS DPW,DPS,SENIOR LIVING	933.000	258	300.00
				KANTECH MIGRATION	933.000	258	375.00
				ALARM PANEL ANNUAL MONITORING FEE	801.000	301	378.00
				CELLULAR UNIT FOR ALARM	801.000	301	395.99
				LABOR TO INSTALL ALARM MONITORING	801.000	301	650.00
				CHECK PNC 137190 TOTAL FOR FUND 101:			2,098.99
11/12/2021	PNC	137192*#	REINDEL TRUE VALUE	MATERIALS & SUPPLIES	742.000	265	155.83
				OTHER REPAIRS AND MAINTENANCE	934.000	267	28.97
				MATERIALS & SUPPLIES	742.000	269	153.12
				OTHER REPAIRS AND MAINTENANCE	934.000	269	34.36
				SUPPLIES	752.000	441	5.18
				MATERIALS & SUPPLIES	742.000	690	50.35
				CHECK PNC 137192 TOTAL FOR FUND 101:			427.81
11/12/2021	PNC	137195#	SHRED-IT USA	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	171	55.16
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	209	55.16
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	371	55.17
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	441	55.16
				CHECK PNC 137195 TOTAL FOR FUND 101:			220.65
11/12/2021	PNC	137196	STATE OF MICHIGAN	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	301	43.25

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/12/2021	PNC	137197*#	T&J LANDSCAPING & SNOW REMOVAL,	OTHER REPAIRS AND MAINTENANCE	934.000	265	125.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	45.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	150.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	50.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	50.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	45.00
				OTHER REPAIRS AND MAINTENANCE	934.000	266	65.00
				CHECK PNC 137197 TOTAL FOR FUND 101:			530.00
11/12/2021	PNC	137200	WILLIAM CLIFT	PROFESSIONAL DEVELOPMENT	910.000	371	85.00
11/19/2021	PNC	137201*#	ADVANCED PEST CONTROL	OTHER REPAIRS AND MAINTENANCE	934.000	269	120.00
11/19/2021	PNC	137203	AMY CELL LLC	PROFESSIONAL SERVICES (HR)	801.100	270	12,000.00
11/19/2021	PNC	137204	MACOMB TOWNSHIP TREASURER	PROFESSIONAL SERVICES	801.800	215	646.80
				PROFESSIONAL SERVICES	801.800	215	3,920.07
				CHECK PNC 137204 TOTAL FOR FUND 101:			4,566.87
11/19/2021	PNC	137205	BENJAMIN CANTWELL	PROFESSIONAL DEVELOPMENT			** VOIDED **
11/19/2021	PNC	137207#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	81.36
				MATERIALS & SUPPLIES	742.000	269	475.99
				CHECK PNC 137207 TOTAL FOR FUND 101:			557.35
11/19/2021	PNC	137208*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	941.32
				NATURAL GAS	921.000	266	280.75
				NATURAL GAS	921.000	267	54.86
				NATURAL GAS	921.000	269	196.56
				CHECK PNC 137208 TOTAL FOR FUND 101:			1,473.49
11/19/2021	PNC	137209	FIRE EXTINGUISHER SALES & SERVICE	EXTINGUISHER RECHARGE	746.000	301	38.95
11/19/2021	PNC	137214	KIRK, HUTH, LANGE & BADALAMENTI	CITY ATTORNEY	801.800	210	4,718.45

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/19/2021	PNC	137218#	MACOMB WHOLESALE SUPPLY	MATERIALS & SUPPLIES	742.000	265	69.92
				MATERIALS & SUPPLIES	742.000	269	125.58
				CHECK PNC 137218 TOTAL FOR FUND 101:			195.50
11/19/2021	PNC	137220	O'REILLY RANCILIO PC	PROFESSIONAL SERVICES (LEGAL)	801.800	210	7,035.00
				PROFESSIONAL SERVICES (LEGAL)	801.800	210	616.00
				CHECK PNC 137220 TOTAL FOR FUND 101:			7,651.00
11/19/2021	PNC	137223	EASYPERMIT POSTAGE	POSTAGE CLERK	851.000	215	51.93
11/19/2021	PNC	137224	PRIMA WELDING & EXPERIMENTAL, INC	OPERATING SUPPLIES	746.000	301	214.00
11/19/2021	PNC	137225	PRINTING SYSTEMS, INC	SUPPLIES	752.000	215	1,493.67
				SUPPLIES	752.000	215	526.57
				SUPPLIES	752.000	215	406.32
				SUPPLIES	752.000	215	621.65
				SUPPLIES	752.000	215	1,027.45
				SUPPLIES	752.000	215	1,831.22
				SUPPLIES	752.000	215	(61.78)
				SUPPLIES	752.000	215	(794.66)
				SUPPLIES	752.000	215	(738.63)
				CHECK PNC 137225 TOTAL FOR FUND 101:			4,311.81
11/19/2021	PNC	137226#	ROYAL OAK NAME PLATE CO.	SUPPLIES	752.000	101	15.00
				SUPPLIES	752.000	260	15.00
				CHECK PNC 137226 TOTAL FOR FUND 101:			30.00
11/19/2021	PNC	137227	SNIDER RECREATION, INC.	MATERIALS & SUPPLIES	742.000	690	70.90
				MATERIALS & SUPPLIES	742.000	690	191.25
				CHECK PNC 137227 TOTAL FOR FUND 101:			262.15
11/19/2021	PNC	137230	SUPPLY DEN	MATERIALS & SUPPLIES	742.000	269	74.89
11/19/2021	PNC	137231	TELEPHONE SUPPORT SYSTEMS, INC.	REMOTE SERVICE CALL	933.000	258	52.50

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/19/2021	PNC	137232	THOMSON REUTERS - WEST	OPERATING SUPPLIES	746.000	301	300.92
11/19/2021	PNC	137233	TRI-COUNTY AQUATICS, INC	POND MAINTENACE	930.000	690	565.00
				POND MAINTENACE	930.000	690	565.00
				CHECK PNC 137233 TOTAL FOR FUND 101:			1,130.00
11/19/2021	PNC	137234*	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	301	287.53
11/19/2021	PNC	137235	WEST SHORE SERVICES, INC	OPERATING SUPPLIES	746.000	301	1,044.00
11/24/2021	PNC	137236*#	AEW	ENGINEERING SERVICES	946.000	265	500.00
				ENGINEERING SERVICES	946.000	371	44.70
				ENGINEERING SERVICES	946.000	441	4,997.50
				ENGINEERING SERVICES	946.000	441	551.00
				ENGINEERING SERVICES	946.000	441	100.00
				CHECK PNC 137236 TOTAL FOR FUND 101:			6,193.20
11/24/2021	PNC	137238	AMERIGAS-STERLING HEIGHTS	OTHER REPAIRS AND MAINTENANCE	934.000	690	821.11
11/24/2021	PNC	137240*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	81.36
				MATERIALS & SUPPLIES	742.000	269	61.07
				MATERIALS & SUPPLIES	742.000	269	475.99
				CHECK PNC 137240 TOTAL FOR FUND 101:			618.42
11/24/2021	PNC	137241	CLINTON RIVER WATERSHED COUNCIL	MEMBERSHIPS	915.000	101	1,000.00
11/24/2021	PNC	137242	CONTRACTORS CONNECTION	OTHER REPAIRS AND MAINTENANCE	934.000	441	138.50
11/24/2021	PNC	137249	MARK RAGSDALE	PROFESSIONAL DEVELOPMENT	910.000	441	225.12
11/24/2021	PNC	137250#	MCKENNA ASSOCIATES	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	371	11,551.50
				PROFESSIONAL SERVICES (PLANNING)	801.900	801	5,777.50
				CHECK PNC 137250 TOTAL FOR FUND 101:			17,329.00
11/24/2021	PNC	137251	MICHIGAN STATE POLICE	FEE (SEX OFFENDER REGISTRATION)	816.000	301	30.00
11/24/2021	PNC	137252	OFFICE DEPOT	SUPPLIES	752.000	136	24.50

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 101 GENERAL FUND							
11/24/2021	PNC	137253	OTIS ELEVATOR COMPANY	OTHER REPAIRS AND MAINTENANCE	934.000	265	32.23
11/24/2021	PNC	137256	ROSEDALE SOLUTIONS, LLC	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	260	2,400.00
11/24/2021	PNC	137257	WILLIAM CLIFT	PROFESSIONAL DEVELOPMENT	910.000	441	20.00
11/24/2021	PNC	137258	WOW INTERNET-CABLE-PHONE	OTHER MISC COMMUNICATIONS (INTERNET)	852.000	258	2,505.62
				Total for fund 101 GENERAL FUND			147,220.95

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 202 MAJOR STREET FUND							
11/05/2021	PNC	137146	MACOMB COUNTY DEPARTMENT OF ROADS	PRESERVATION - STREETS	870.000	463	3,051.31
11/12/2021	PNC	137171*	CHEMUNG SUPPLY CORP	WINTER MAINTENANCE - STREETS	872.000	463	961.14
				WINTER MAINTENANCE - STREETS	872.000	463	75.00
				CHECK PNC 137171 TOTAL FOR FUND 202:			1,036.14
11/12/2021	PNC	137188	MATTIOLI CEMENT COMPANY	ENGINEERING SERVICES	946.000	463	54,343.37
11/24/2021	PNC	137236*#	AEW	STREET REHABILITATION	989.000	463	4,764.81
				Total for fund 202 MAJOR STREET FUND			63,195.63

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 203 LOCAL STREET FUND							
11/05/2021	PNC	137131	DETROIT SALT COMPANY	WINTER MAINTENANCE - STREETS	872.000	463	11,066.36
11/12/2021	PNC	137169	CADILLAC ASPHALT, LLC	ENGINEERING SERVICES	946.000	463	80,246.60
11/12/2021	PNC	137171*	CHEMUNG SUPPLY CORP	WINTER MAINTENANCE - STREETS	872.000	463	75.00
				WINTER MAINTENANCE - STREETS	872.000	463	1,441.72
				CHECK PNC 137171 TOTAL FOR FUND 203:			1,516.72
11/19/2021	PNC	137206	C & P CONSTRUCTION, INC.	ENGINEERING SERVICES	946.000	463	110,362.92
11/24/2021	PNC	137236*#	AEW	ENGINEERING SERVICES	946.000	463	11,492.30
				Total for fund 203 LOCAL STREET FUND			214,684.90

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 210 AMBULANCE FUND							
11/05/2021	PNC	137114	ACCUMED BILLING, INC	PROFESSIONAL SERVICES - ACCUMED	801.200	301	1,415.79
11/05/2021	PNC	137121	BOUND TREE MEDICAL	OPERATING SUPPLIES	746.000	301	284.99
11/05/2021	PNC	137133	ELITE TRAUMA CLEAN-UP, INC	OPERATING SUPPLIES	746.000	301	90.00
11/05/2021	PNC	137144	LINDE GAS & EQUIPMENT, INC.	OPERATING SUPPLIES	746.000	301	316.59
11/05/2021	PNC	137159	TELEFLEX, LLC	OPERATING SUPPLIES	746.000	301	562.50
11/12/2021	PNC	137167	APOLLO FIRE EQUIPMENT	FIRE GLOVES	746.000	301	210.00
				GLOVES FOR FIRE / EMS	746.000	301	315.00
				OPERATING SUPPLIES	746.000	301	11.72
				CHECK PNC 137167 TOTAL FOR FUND 210:			536.72
11/12/2021	PNC	137168	ARBOR PROFESSIONAL SOLUTIONS	PROFESSIONAL SERVICES (ACCUMED)	801.200	301	156.35
11/19/2021	PNC	137229	STRYKER	ANNUAL SERVICE AGREEMENT FOR LIFEPAK	746.000	301	1,468.80
				UNIVERSAL CORD	746.000	301	212.50
				PED SENSOR	746.000	301	255.85
				ADULT SENSOR	746.000	301	255.85
				CHECK PNC 137229 TOTAL FOR FUND 210:			2,193.00
11/19/2021	PNC	137234*	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	301	114.97
				Total for fund 210 AMBULANCE FUND			5,670.91

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 226 GARBAGE AND RUBBISH COLLECTION FUND							
11/12/2021	PNC	137180*	FIRST AMERICAN TITLE	RECYCLING	033.000	000	2.91
11/12/2021	PNC	137182*#	GFL ENVIRONMENTAL USA	WASTE AND RUBBISH DISPOSAL	919.000	528	53,334.61
				CURBSIDE RECYCLING	925.000	528	8,269.56
				COMPOSTING	926.000	528	10,941.50
				CHECK PNC 137182 TOTAL FOR FUND 226:			72,545.67
				Total for fund 226 GARBAGE AND RUBBISH COLLECTION			72,548.58

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING							
11/05/2021	PNC	137118	AT&T	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	182.84
11/05/2021	PNC	137123*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	18.93
11/05/2021	PNC	137125	COMCAST	OTHER MISC COMMUNICATIONS (INTERNET)	852.000	265	114.97
11/05/2021	PNC	137126	CONTRACTORS PIPE & SUPPLY CORP	MATERIALS & SUPPLIES	742.000	265	461.76
11/05/2021	PNC	137129	D & S CONTRACTORS, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	25,064.88
				OTHER REPAIRS AND MAINTENANCE	934.000	265	78,723.00
				CHECK PNC 137129 TOTAL FOR FUND 270:			103,787.88
11/05/2021	PNC	137132*#	DTE ENERGY COMPANY	ELECTRIC	920.000	265	1,010.55
11/05/2021	PNC	137135*#	FIRE EXTINGUISHER SALES & SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	265	619.00
11/05/2021	PNC	137143	INGERSOLL MECHANICAL, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	795.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	540.63
				CHECK PNC 137143 TOTAL FOR FUND 270:			1,335.63
11/05/2021	PNC	137145	LOOK PROFESSIONAL PAINTING	OTHER REPAIRS AND MAINTENANCE	934.000	265	3,950.00
11/05/2021	PNC	137148	MACOMB KITCHEN & BATH, LLC	OTHER REPAIRS AND MAINTENANCE	934.000	265	2,775.00
11/05/2021	PNC	137154	OTIS ELEVATOR COMPANY	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,415.04
11/05/2021	PNC	137160*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	265	81.34
11/12/2021	PNC	137178	E CARPETDIRECT, INC.	MATERIALS & SUPPLIES	934.000	265	7,912.90
11/12/2021	PNC	137197*#	T&J LANDSCAPING & SNOW REMOVAL,	OTHER REPAIRS AND MAINTENANCE	934.000	265	65.00
11/19/2021	PNC	137201*#	ADVANCED PEST CONTROL	OTHER REPAIRS AND MAINTENANCE	934.000	265	400.00
11/19/2021	PNC	137208*#	CONSUMERS ENERGY	NATURAL GAS	921.000	265	354.86

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 270 SENIOR HOUSING							
11/19/2021	PNC	137211	GMT POWER, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	949.36
11/19/2021	PNC	137212	HD SUPPLY FACILITIES MAINTENANCE	MATERIALS & SUPPLIES	742.000	265	316.00
11/19/2021	PNC	137213	INGERSOLL MECHANICAL, INC.	OTHER REPAIRS AND MAINTENANCE	934.000	265	1,927.90
11/19/2021	PNC	137217	LOOK PROFESSIONAL PAINTING	OTHER REPAIRS AND MAINTENANCE			** VOIDED **
				OTHER REPAIRS AND MAINTENANCE			** VOIDED **
11/24/2021	PNC	137236*#	AEW	OTHER REPAIRS AND MAINTENANCE	934.000	265	900.00
11/24/2021	PNC	137240*#	CINTAS CORPORATION #354	MATERIALS & SUPPLIES	742.000	265	18.93
11/24/2021	PNC	137246	JOHN'S LUMBER	MATERIALS & SUPPLIES	742.000	265	22.98
11/24/2021	PNC	137247	JOHNSON CONTROLS	OTHER REPAIRS AND MAINTENANCE	934.000	265	786.00
				OTHER REPAIRS AND MAINTENANCE	934.000	265	825.95
				OTHER REPAIRS AND MAINTENANCE	934.000	265	1,531.95
				CHECK PNC 137247 TOTAL FOR FUND 270:			3,143.90
				Total for fund 270 SENIOR HOUSING			131,764.77

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
11/05/2021	PNC	137119	AUDIO SENTRY CORPORATION	OTHER REPAIRS AND MAINTENANCE	934.000	527	47.50
11/05/2021	PNC	137127	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	95.97
11/05/2021	PNC	137128	WILLIAM COX	PROFESSIONAL DEVELOPMENT	910.000	527	18.00
11/05/2021	PNC	137132*#	DTE ENERGY COMPANY	ELECTRIC	920.000	527	898.90
11/05/2021	PNC	137134	FERGUSON WATERWORKS	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	114.94
11/05/2021	PNC	137138#	GREAT LAKES WATER AUTHORITY	WATER (GREAT LAKES WATER AUTHORITY)	918.500	526	109,179.09
				SEWAGE	917.000	527	4,938.30
				CHECK PNC 137138 TOTAL FOR FUND 592:			114,117.39
11/05/2021	PNC	137141	HYDRO-DESIGNS, INC.	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	3,083.00
11/05/2021	PNC	137147	MACOMB COUNTY PUBLIC WORKS COMM	SEWAGE	917.000	527	232,667.00
11/05/2021	PNC	137150	STATE OF MICHIGAN-DEQ	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	5,863.16
11/05/2021	PNC	137160*#	VERIZON	COMMUNICATIONS (TELEPHONE, CELL, PHONE)	850.000	526	120.69
11/05/2021	PNC	137161	WARREN PIPE & SUPPLY CO.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	116.64
11/12/2021	PNC	137172	CHRISTIAN CONCRETE CUTTING INC.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	300.00
				OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	300.00
				CHECK PNC 137172 TOTAL FOR FUND 592:			600.00
11/12/2021	PNC	137173	CLANCY EXCAVATING CO.	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,289.61
11/12/2021	PNC	137179	FERGUSON WATERWORKS	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	402.00
11/12/2021	PNC	137180*	FIRST AMERICAN TITLE	WATER COMMODITY	642.100	000	47.68
				WATER READY TO SERVE	642.200	000	26.38
				SEWER COMMODITY	642.300	000	90.84
				SEWER READY TO SERVE	642.400	000	17.58
				METER REPLACEMENT	642.500	000	1.74
				CHECK PNC 137180 TOTAL FOR FUND 592:			184.22

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 592 WATER AND SEWER FUND							
11/12/2021	PNC	137191	PIPETEK INFRASTRUCTURE SERVICES	ENGINEERING SERVICES	946.000	527	18,431.46
11/12/2021	PNC	137192*#	REINDEL TRUE VALUE	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	120.30
11/12/2021	PNC	137194	SHELDON PETTY	PROFESSIONAL DEVELOPMENT	910.000	527	23.33
11/19/2021	PNC	137221	OAKLAND COUNTY	INTEREST EXPENSE			** VOIDED **
				PAYING AGENT FEES			** VOIDED **
11/19/2021	PNC	137222	PIPETEK INFRASTRUCTURE SERVICES	ENGINEERING SERVICES	946.000	527	73,769.11
				ENGINEERING SERVICES	946.000	527	47,712.46
				CHECK PNC 137222 TOTAL FOR FUND 592:			121,481.57
11/24/2021	PNC	137236*#	AEW	ENGINEERING SERVICES	946.000	526	700.00
				ENGINEERING SERVICES	946.000	526	1,200.00
				ENGINEERING SERVICES	946.000	526	4,857.50
				PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	527	4,471.10
				CHECK PNC 137236 TOTAL FOR FUND 592:			11,228.60
11/24/2021	PNC	137239	CADILLAC ASPHALT, LLC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	1,162.65
11/24/2021	PNC	137243	CORE & MAIN LP	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	835.75
11/24/2021	PNC	137244	EJ USA, INC	OPERATING SUPPLIES (MATERIALS&SUPPLIES)	752.100	526	30.94
11/24/2021	PNC	137248	MACOMB COUNTY PUBLIC WORKS COMM	INTEREST EXPENSE	992.000	527	33,243.25
				PAYING AGENT FEES	993.000	527	8.83
				CHECK PNC 137248 TOTAL FOR FUND 592:			33,252.08
11/24/2021	PNC	137255	PARAGON LABORATORIES	PROFESSIONAL AND CONTRACTUAL SERVICES	801.000	526	920.00
				Total for fund 592 WATER AND SEWER FUND			547,105.70

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
11/05/2021	PNC	137136	FISHER AUTO PARTS, INC	VEHICLE REPAIRS AND MAINTENANCE	934.000	249	12.00
11/05/2021	PNC	137153	OSCAR W. LARSON CO.	GASOLINE	759.000	249	250.00
11/05/2021	PNC	137157	SPENCER OIL COMPANY	GASOLINE	759.000	249	8,485.00
11/05/2021	PNC	137162	WEINGARTZ	EQUIPMENT REPAIRS	931.000	249	171.94
11/05/2021	PNC	137163	WOLVERINE FREIGHTLINER EASTSIDE	VEHICLE REPAIRS AND MAINTENANCE			** VOIDED **
				VEHICLE REPAIRS AND MAINTENANCE			** VOIDED **
11/12/2021	PNC	137166	AIRGAS USA, LLC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	61.40
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	95.18
				CHECK PNC 137166 TOTAL FOR FUND 661:			156.58
11/12/2021	PNC	137174	CRUISERS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	127.50
11/12/2021	PNC	137181	GALEANA'S VAN DYKE DODGE	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	834.62
11/12/2021	PNC	137189	MOTION & CONTROL ENTERPRISES, LLC	OTHER REPAIRS AND MAINTENANCE	934.000	249	30.24
				OTHER REPAIRS AND MAINTENANCE	934.000	249	143.45
				CHECK PNC 137189 TOTAL FOR FUND 661:			173.69
11/12/2021	PNC	137192*#	REINDEL TRUE VALUE	OTHER REPAIRS AND MAINTENANCE	934.000	249	32.30
11/12/2021	PNC	137193	SERRA WHELAN CHEVROLET	OTHER REPAIRS AND MAINTENANCE	934.000	249	754.34
11/12/2021	PNC	137198	UNITED AUTO PARTS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	19.98
11/12/2021	PNC	137199	WEINGARTZ	EQUIPMENT REPAIRS	931.000	249	260.00
11/19/2021	PNC	137202	AIRGAS USA, LLC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	56.16
11/19/2021	PNC	137210	FISHER AUTO PARTS, INC	OTHER REPAIRS AND MAINTENANCE	934.000	249	25.98
				OTHER REPAIRS AND MAINTENANCE	934.000	249	88.20
				CHECK PNC 137210 TOTAL FOR FUND 661:			114.18

Check Date	Bank	Check #	Payee	Description	Account	Dept	Amount
Fund: 661 MOTOR POOL							
11/19/2021	PNC	137215	L419 SUBURBAN FORD OF STERLING HTS	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	171.30
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	98.20
				VEHICLE REPAIRS AND MAINTENANCE	932.000	249	110.50
				OTHER REPAIRS AND MAINTENANCE	934.000	249	171.30
				CHECK PNC 137215 TOTAL FOR FUND 661:			551.30
11/19/2021	PNC	137216	LESLIE TIRE SERVICE, INC.	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	1,080.16
11/19/2021	PNC	137219	MIKE'S PUMP SERVICE	OTHER REPAIRS AND MAINTENANCE	934.000	249	72.00
11/19/2021	PNC	137228	STERLING HEIGHTS DODGE CHRYSLER	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	21.59
11/24/2021	PNC	137237	INTERSTATE BILLING SERVICES INC.	EQUIPMENT REPAIRS	931.000	249	1,173.92
11/24/2021	PNC	137245	FOUR SEASONS RADIATOR SERVICE, INC	VEHICLE REPAIRS AND MAINTENANCE	932.000	249	25.00
11/24/2021	PNC	137254	PALCO CAMPER	OTHER REPAIRS AND MAINTENANCE	934.000	249	10.40
				Total for fund 661 MOTOR POOL			14,382.66
			TOTAL - ALL FUNDS				1,196,574.10

'*'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE FUND
'#'-INDICATES CHECK DISTRIBUTED TO MORE THAN ONE DEPARTMENT

City of Fraser

CENTENNIAL COMMUNITY

MEMO

To: City Manager Leven   Date: 11/24/2021

From: City Clerk Greenia

Re: Set Date for 2022 CDBG Funds Public Hearing

The County of Macomb has given us the dates of December 14, 2021 through February 24, 2022 to hold the Public Hearing on our Community Development Block Grant Funds for the 2022 Calendar year. The applications for expenditures of these funds are due February 25, 2022.

I recommend that City Council sets Thursday, January 13, 2022 at 6:30 p.m. as the date and time for the public hearing.

City of Fraser

CENTENNIAL COMMUNITY

CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

MAYOR
Michael Carnagie
MAYOR PRO-TEM
Patrice M. Schornak
COUNCIL
Amy Baranski
Kathy Blanke
Patrick O'Dell
Dana Sutherland
David Winowiecki

MEMO

To: City Manager Leven   Date: 11/22/2021

From: City Clerk Greenia

Re: Vacancies on Boards and Commissions

You have asked that I prepare a memo for City Council reviewing which boards and/or commissions have current vacancies on them.

After reviewing our handbook and speaking with Department Heads, I have found the following vacancies:

Assessing Board of Review

The Assessing Board of Review currently has one (1) member ending their term 12/31/2021. Member is unable to continue serving forward. The term ends 12/31/2023.

Historical Commission

The Historical Commission currently has two (2) vacancies on it; with 4 year terms. The terms end 6/30/2025.

Recreation Commission

The Recreation Commission currently has two (2) vacancies on it. One (1) is a full 3 year term. The term ends 12/31/2024. One (1) is due to the election of Commission Vice-Chairperson Dana Sutherland to City Council and having 2 years remaining. The term ends 12-31-2023.

Planning Commission

The Planning Commission currently has one (1) vacancy on it due to the death of a member. The term ends 12/31/2022.

Zoning Board of Appeals

The Zoning Board of Appeals currently has one (1) vacancy on it due to a member moving out of the community. The term ends 12/31/2023.

City of Fraser

CENTENNIAL COMMUNITY

MEMO

To: City Manager Leven   Date: 11/27/2021

From: City Clerk Greenia

Re: Reappointments to Various Boards and Commissions

While reviewing the Boards and Commissions Handbook to see what Boards and Commissions had current vacancies, I noted that there were quite a few terms on some of the Board that would be expiring before the City Council would hold their January, 2022 meeting. I am requesting City Council approve the following reappointments so that all of the members are up to date:

	Term Expires	New Term End Date
Planning Commission		
Joanne Barr	12/31/2021	12/31/2024
Kenny Perry	12/31/2021	12/31/2024
Randy Warunek, Chair	12/31/2021	12/31/2024
Zoning Board of Appeals		
Joseph Chimenti	12/31/2021	12/31/2024
Roseanne Menendez	12/31/2021	12/31/2024
Board of Review		
Sandy Decker	12/31/2021	12/31/2023

City of Fraser

CENTENNIAL COMMUNITY

MEMO

To: City Manager Leven Date: 11/27/2021

From: City Clerk Greenia

Re: Proposed Workshop for City Council

City Council has asked that a workshop be held for the purpose of additional discussion outside of the regular meeting, including updates on outstanding business. After discussion with you, I recommend the date of January 6, 2022, to begin at 6:30 p.m. and be held at the Senior Activity Center.

City of Fraser

CENTENNIAL COMMUNITY

MEMO

To: City Manager Leven Date: 11/16/2021

From: City Clerk Greenia

Re: 2022 Schedule for City Council Meetings

Following for consideration of approval is the proposed 2022 schedule for regular City Council meetings. All the regularly scheduled meetings would be held at 6:30 p.m. at the City Hall council chambers.

City of Fraser City Council Meeting Proposed Dates:

January 13, 2022
February 10, 2022
March 10, 2022
April 14, 2022
May 12, 2022
June 9, 2022

July 14, 2022
August 11, 2022
September 8, 2022
October 13, 2022
November 10, 2022
December 8, 2022

CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MEMO

Date: December 1st, 2021

To: Elaine Leven, City Manager

Re: Janitorial Services-Senior Activities Center

Attached is a service agreement for Janitorial Services at the Senior Activities Center. Since we reopened earlier last month, we have been without janitorial services leaving staff and myself at the Center to address the janitorial needs. Requesting that Council approve the agreement with Jani-King of Michigan to provide janitorial services to the facility beginning January 3rd, 2022 in an amount not to exceed $3,690.00 monthly.

Regards,

Sarah Mistretta, MBA SHRM-CP
Assistant City Manager

Jani-King International, Inc.
16885 Dallas Parkway
Addison, Texas 75001
(972) 991-0900

Jani King
The King of Clean®

11/11/21

Mark Ragsdale
Fraser Senior Activity Center
34935 Hidden Pine Drive
Fraser, MI 48026

Dear Mark,

Thank you for the time and interest you have afforded me concerning the subject of housekeeping for your facility. Jani-King of Michigan, Inc. appreciates this opportunity.

Enclosed is our completed proposal for a professionally operated cleaning program, including Jani-King of Michigan, Inc.'s cleaning schedule.

The total monthly charge represents your only cost, and is inclusive of:

- All labor
- All supervision, via our Franchise Owner
- All material for cleaning
- All equipment for cleaning
- All payroll, payroll taxes, insurance, etc.

Each individual who will provide services to your facility is fully covered by an insurance program that protects you and your business in several ways. This comprehensive program provides complete coverage, including General Liability, Employee Dishonesty Bond, and Workers' Compensation insurance.

Please contact me at (248)936-0040 in the event you have questions regarding this proposal or for additional information you deem necessary in assessing our proposal.

Trusting we may be of service,

Joe Locricchio
Account Executive
Jani-King of Michigan, Inc.

Win-Win Partnerships

With more than 85 team, venue and organization partnerships, Jani-King has the experience to meet the diverse needs of any stadium or venue.

Jani-King develops partnerships by building strong relationships at both the corporate and local level. By having the backing of Jani-King's global headquarters, combined with support and execution from a local office, our partners can be confident that all obligations will be upheld and service goals satisfied.

Our unique position has also helped many of our partners reach their goals through what has typically been a non-traditional sponsor category.

References

National Customers

PGA of America
Live Nation/House of Blues
Spectra
Republic Services
PepsiCo/Frito Lay
Harris Teeter

Medical

Select Medical
ATI Physical Therapy
North Memorial Health Hospital

HOSPITALITY CUSTOMERS

Marriott
Hilton
Winstar Hotel and Casino
Riverwind Hotel and Casino
Wyndham Vacation Ownership
Vacation Villages

STADIUM/ARENA CUSTOMERS

AT&T Stadium
New Era Field
FedExField
Globe Life Field
Bridgestone Arena
Chesapeake Energy Arena
Allianz Field
Daytona International Speedway
Texas Motor Speedway

UNIVERSITY CUSTOMERS

University of Florida
University of Oklahoma
University of North Carolina
University of Oregon
University of Washington
Kansas University
Kansas State University

Jani-King has the experience to meet the diverse needs of large global events. The following organizations have recognized Jani-King as an outstanding service partner at their events.

THE JANI-KING FRANCHISE CONCEPT

Founded in 1969, Jani-King has transformed service standards across the commercial cleaning industry through its franchise model. Today, our success and your results are proof that our dedicated owner-operators continue to deliver the highest-level of service.

JANI-KING recognized long ago that serious issues existed with conventional cleaning services. These problems stemmed from a lack of proper supervision, poor communication, and little concern for a job well done.

At JANI-KING, we believe that quality results are directly related to an individual's training, motivation, and accountability. By partnering with dedicated individuals who possess the skills to consistently supervise and motivate cleaning personnel, Jani-King has become the solution to those problems.

JANI-KING FRANCHISEES make it their business to care for your business. In fact, the health and appearance of your building is as important to our franchisees as it is to you. That's the Jani-King difference, and it's what sets us apart from conventional cleaning companies.

Every AUTHORIZED JANI-KING FRANCHISEE has successfully completed an extensive training program and has the procedures, equipment, insurance, bonding and support necessary to be an essential part of your cleaning program. Jani-King's support combined with our franchisees' experience and dedication to your account is simply unequaled.

It is a pleasure to share the JANI-KING program with you; a program that has proven to be the solution to cleaning problems encountered by building managers around the world.

Please do not hesitate to call us for any additional information you may need.

GENERAL PROCEDURES

I. Accountability

JANI-KING will communicate regularly with management concerning all work performed.

All JANI-KING franchisees and their personnel will be trained to perform to the best of their ability to accomplish agreed cleaning results.

Regular service inspections by Jani-King representatives will be completed to ensure the highest standards are maintained.

II. Wage Scale

All JANI-KING franchisee personnel will be paid no less than the minimum wage required by Federal Law.

Work hours, work week, job methods, procedures, pay periods, and pay scale will be agreed to by all necessary parties before entering your facility.

III. Security Procedures and Insurance

JANI-KING representatives and franchisees will work closely with management regarding the use of qualified personnel.

Before leaving the building, JANI-KING representatives will check to ensure that the building is properly secured.

JANI-KING will provide all necessary insurance and bonds for all JANI-KING representatives.

JANI-KING MAINTENANCE AGREEMENT

This Maintenance Agreement ("Agreement") is made as of the Effective Date below by and between Jani-King of ______Michigan______, Inc. ("Jani-King") and _Fraser Senior Activity Cntr_ ("Client").

1. PERFORMANCE OF SERVICES

1.1. Performance of the services scheduled shall begin the ______ day of ________________, 2_____.
1.2. The term of this Agreement shall be for _____ year from the date services are scheduled to begin.
1.3. Jani-King will provide the services described in Exhibit A ("Services") to the "Named Areas" which are defined in Exhibit A.
1.4. The Services shall be performed at the location(s) listed on Exhibit A.
1.5. Jani-King agrees to provide the Service to the Named Areas _________ (_) times per week on the days checked:

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

1.6. Jani-King agrees to furnish all equipment and tools necessary to provide the Services.
1.7. Client warrants that the Named Areas are free of asbestos and other hazardous materials. Client hereby agrees to hold Jani-King and its authorized franchise owners harmless from any liability resulting from any Jani-King franchisee personnel's exposure to hazardous or harmful materials located in the Named Areas.

2. PAYMENT OF SERVICES

2.1. Client agrees to pay to Jani-King each month the total minimum sum stated in the Pricing Schedule, attached hereto as Exhibit A, on or before the last day of each month the Services are rendered. Client also agrees to pay for any charges relating to an Initial Clean Option and any authorized additional cleans options, as described in Exhibit A, and any sales or use tax levied by a taxing authority on the value of the Services or supplies purchased. Client agrees that all payments made to Jani-King shall only be considered paid and properly credited when delivered to the address listed on the invoice.
2.2. Credits for holidays were pre-determined and given as part of the monthly charge herein, and no other adjustments will be made for those holidays.
2.3. From time to time, as the parties may agree, the monthly charge to be paid by Client may be increased or decreased to reflect an increase or decrease in the area of space serviced and the kind, amount, or frequency of the Service. Any modifications will only be binding if in writing and signed by both parties. In the event mutual agreement relating to frequency of service, type of service, space serviced, or amount to be paid cannot be reached, the frequency of service, type of service, space serviced or amount to be paid shall remain unchanged.

2.4. It is expressly agreed that the total minimum sum stated in the Pricing Schedule may be increased (i) annually by Jani-King by a percentage amount not to exceed the annual increase of the Consumer Price Index as most recently published in the Wall Street Journal, or (ii) by Jani-King at any time in the event of an increase in any applicable federal, state, or local minimum wage, living wage, or other wage required by law, in an amount necessary to comply with such an increase.

2.5. In the event payment for Services is not received within thirty (30) days from the date such payment is due, Jani-King may suspend Services to Client until such time Client has paid for all services rendered to date. Suspension of services by Jani-King under this Section shall not deprive Jani-King of any of its remedies or actions against Client for past or future payments due under this Agreement, nor shall the bringing of any action for payment of services or other rights contained herein be construed as a waiver of any Jani-King rights. Jani-King also reserves the right to cease providing services on trade credit and require that payments be made in advance if it deems Client to be a credit risk.

3. INDEPENDENT BUSINESS RELATIONSHIP

3.1. It is expressly agreed that the Services will be provided by an authorized Jani-King franchise owner and/or employees of the franchise owner.

3.2. Jani-King and all authorized representatives are not employees of Client but are independent contractors. All Jani-King authorized franchise owners and the employees of the franchise owner will not be within the protection or coverage of Client's Workers' Compensation Insurance and no withholding of Social Security, federal or state income tax or other deductions shall be made from the sums agreed to be paid to Jani-King herein, the same being contract payments and not wages.

3.3. Client agrees that during the term of this Agreement, and within one hundred and eighty (180) days after termination, that Client will not employ or engage as a contractor, any employees, agents, representatives, franchisees, or employees of franchisees of Jani-King without the express written consent of Jani-King. Jani-King agrees that during the term of this Agreement and within one hundred and eighty (180) days after termination, it will not employ or engage as a contractor, any employees, agents or representatives of Client without the express written consent of Client.

4. RENEWAL AND TERMINATION

4.1. This Agreement shall be automatically extended and renewed for additional one (1) year terms on the same terms and conditions, unless either party shall give written notice, as described herein, of termination at least thirty (30) days prior to the scheduled expiration date. Otherwise, this Agreement may only be terminated for non-performance as set out below.

4.2. Non-performance is defined as the failure to perform any act stipulated under this Agreement. Before any termination for non-performance is effective, the terminating party must give the other party written notice, as described herein, specifying in detail the nature of any defect or failure in performance. Upon the effective date of the receipt of notice of non-performance, the non-terminating party shall have thirty (30) days in which to cure the defect in performance (the "Cure Period") to the reasonable satisfaction of the terminating party. In the event the defect is not satisfactorily cured within the Cure Period, the terminating party shall provide written notification to the non-terminating party of the failure to satisfactorily cure the defect. In the event the second notice is not received within five (5) days from the end of the Cure Period, all deficiencies will be deemed cured. In the event the second notice is received within the required time period, this Agreement shall then terminate thirty (30) days from the date of the second written notice.

4.3. All notices between Client and Jani-King shall be in writing. Any notice shall be deemed duly served if such notice is deposited, postpaid and certified, with the United States Postal Service, or a recognized common parcel courier providing express, receipted delivery to the address stated on the signature page of this Agreement for Jani-King or Client. All other notices, including notices personally delivered to individuals performing services under this Agreement, shall be ineffective. Either party may change the address of notice by providing the other party written notice of such change. Time is of the essence for all notices required under the terms of this Agreement.

5. GENERAL PROVISIONS

5.1. In the event it becomes necessary for either party to institute suit against the other to secure or protect its rights under this Agreement, the prevailing party shall be entitled to all associated costs of the suit, including reasonable attorney's fees, administrative fees, court costs and damages as part of any judgment entered in its favor.

5.2. The terms of this Agreement shall be binding upon and inure to the benefit of Jani-King and Client and their respective heirs, representatives, successors and assigns, except as otherwise herein provided. This Agreement shall be binding on Jani-King at the time of execution by an authorized Jani-King agent. In the event this Agreement is executed by an authorized franchise owner of Jani-King, it shall not be binding on Jani-King until it has been approved and executed by an authorized Jani-King agent. Jani-King franchise owners are not authorized to bind Jani-King to this Agreement.

5.3. Any waiver by either party to this Agreement of a breach of any term or condition of this Agreement shall not constitute a waiver of any subsequent breach of the same or any other term or condition of this Agreement.

5.4. Jurisdiction and venue for any suit brought on this Agreement shall be in the governmental division of the county where the Jani-King regional office is located.

5.5. The parties acknowledge that this Agreement and the exhibits supersede all prior agreements, representations, and understandings of the parties. No changes to this Agreement will be effective unless signed by both parties and attached hereto.

5.6. If any provision of this Agreement is held to be illegal, invalid or unenforceable under present or future laws, such provision shall be fully severable; this Agreement shall be construed and enforced as if such illegal, invalid or unenforceable provision had never comprised a part of this Agreement; and, the remaining provisions of this Agreement shall remain in full force and effect and shall not be affected by such illegal, invalid, or unenforceable provision or by its severance from this Agreement.

IN WITNESS WHEREOF, the Parties hereto have set their hands

this ____ day of November________________, 20____.

Jani-King of Michigan	Fraser Senior Activity Center Client Name
Signature of Jani-King's Authorized Agent	Signature of Client's Authorized Agent
Joe Locricchio Account Executive Print Name/Title	Print Name/Title
Notice Address for Jani-King:	Billing and Notice Address of Client:
Address	Address
31420 Northwestern Highway	34935 Hidden Pine Drive
Suite 125	
Farmington Hills, MI 48334	Fraser MI 48026
City, State, ZIP	City, State, ZIP

Jani King

Credo

. . . "To provide every Jani-King Franchisee the opportunity to be successful in a business of their own."

. . . "To provide to our customers a level of service unequaled in the cleaning industry."

. . . "To create a cooperative atmosphere in all areas that reflects the personality of a successful, vibrant, enthusiastic company."

. . . "To develop an organization that will encourage all people to prosper and grow to their full potential."

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

6/1/2022

DATE (MM/DD/YYYY) 7/1/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LOCKTON COMPANIES
2100 ROSS AVENUE, SUITE 1400
DALLAS TX 75201
214-969-6700

CONTACT NAME:
PHONE (A/C, No, Ext): FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Liberty Mutual Fire Insurance Company	23035
INSURER B : Crum and Forster Insurance Company	42471
INSURER C : Great American Insurance Company	16691
INSURER D : Employers Insurance Company of Wausau	21458
INSURER E : American Guarantee and Liab. Ins. Co.	26247
INSURER F :	

INSURED
1335106 JANI-KING INTERNATIONAL, INC.
JANI-KING LEASING CORPORATION
JANI-KING FRANCHISING, INC.
JANI-KING, INC. AND ITS SUBSIDIARIES
16885 DALLAS PARKWAY
~~ADDISON TX 75001~~

COVERAGES * CERTIFICATE NUMBER: 3633269 REVISION NUMBER: XXXXXXX

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC OTHER:	N	N	TB2-695-450953-211	6/1/2021	6/1/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 1,000,000 $ 100,000 $ 10,000 $ 1,000,000 $ 25,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY / SCHEDULED AUTOS HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY	N	N	AS2-691-438428-011	6/1/2021	6/1/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ XXXXXXX $ XXXXXXX $ XXXXXXX $ XXXXXXX
B E	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $	N	N	SEO-114157 AEC639786600	7/1/2021 7/1/2021	7/1/2022 7/1/2022	EACH OCCURRENCE AGGREGATE See Attached	$ See Below $ See Below $ XXXXXXX
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? [N] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	N	WCC-695-456062-891	6/1/2021	6/1/2022	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 1,000,000 $ 1,000,000 $ 1,000,000
C	BLANKET EMP DISHONESTY	N	N	SAA 024-90-47-09-00	6/1/2021	6/1/2022	$2,000,000 Each Occurence	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
JANI-KING OF MICHIGAN, INC., 31420 NORTHWESTERN HWY. SUITE 125, FARMINGTON HILLS, MI 48334.

CERTIFICATE HOLDER

3633269
SPECIMEN

CANCELLATION See Attachment

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

EXHIBIT A
JANI-KING MAINTENANCE AGREEMENT
Cleaning Schedule, Pricing Schedule

Cleaning Schedule

Location(s) Where Services Will Be Performed:

Fraser Senior Activity Center
34935 Hidden Pine Drive
Fraser, MI 48026

Named Areas:

A.	Vestibule, Lobby, Offices, Hallways, Activity rooms, Back area.
B.	Restrooms/Locker rooms
C.	Gym/ Fitness Center
D.	Kitchen

Daily Cleaning 5 DPW

A. Vestibule, Lobby, Offices, Hallways, Activity rooms, Back area.

1. Empty all trash receptacles, replace liners, as needed, and remove trash to a collection point.
2. Vacuum carpeting.
3. Clean and polish drinking fountain(s).
4. Thoroughly dust all horizontal surfaces, including counters, files, windowsills,
5. Damp wipe all horizontal surfaces to remove coffee rings and spillage, as needed.
6. Disinfect high frequency touch areas
7. Dust mop hard surface floors with a treated dust mop.
8. Damp mop hard surface floors to remove any spillage from soiled areas.
9. Damp wipe entryway and clean fingerprints from entrance glass.
10. Spot clean partition glass and glass doors.
11. Clean Carpet by hot water extraction 2 times per year

B. Restrooms/Lockerrooms

1. Stock towels, tissue, and hand soap. (Client to furnish)
2. Empty trash receptacles and wipe if needed.
3. Clean and polish mirrors.
4. Wipe towel cabinet covers.
5. Toilets and urinals to be cleaned and sanitized inside and outside. Polish bright work.
6. Toilet seats to be cleaned on both sides using a disinfectant.
7. Scour and sanitize all basins. Polish bright work.
8. Dust partitions, top of mirrors, and frames.
9. Remove splash marks from walls around basins.
10. Mop and rinse restroom floors with a disinfectant.
11. Wipe down lockers in Gym restrooms when needed.

C. Gym

1. Empty all trash receptacles, replace liners, as needed, and remove trash to a collection point.
2. Dust mop hard surface floors with a treated dust mop.
3. Damp mop hard surface floors to remove any spillage from soiled areas as needed.

D. Kitchen

1. Empty all trash receptacles, replace liners, as needed, and remove trash to a collection point.
2. Dust mop hard surface floors with a treated dust mop.
3. Sweep and remove debris froom floor
4. Mop and de-grease floors.

Fraser Senior Activity Center

PRICING SCHEDULE

The Service, as defined in the Agreement, will be performed for the **monthly** charge of:

5 DPW $3,690.00

Client's Authorizing Signature	Jani-King Signature
Print Name/Title	Joe Locricchio Account Executive

Fraser Senior Activity Center

INITIAL CLEAN OPTION

Upon Client's authorization below, the following services will be performed for the fee listed below (tax not included):

FLOORS
- Hard Surface – Mop and rinse floors, exercising care to get into corners and along edges.
- Carpet-Clean carpet usinf hot water extraction method.
- Care will be exercised so that baseboards, walls and furniture will not be splashed, marred, disfigured or damaged during these operations.

DUSTING and GENERAL CLEANING
- Detail dust all horizantal surfaces.
- Wipe downsurfaces where needed.
- Disinfect high frequency touch points.

RESTROOMS
- Scour and sanitize all basins, toilets, urinals and showers, inside and out.
- Polish all bright work, attempting to remove lime and mineral deposits.
- Wash all partitions with an industry standard disinfectant.
- Wash trash receptacles, using a disinfectant.

______________________________ Client's Authorizing Signature	Initial Clean Price: **$3,850.00**
______________________________ Print Name/Title	Initial Clean To Be Performed On or Before: (not to exceed 30 days from the date of this Agreement)

City of Fraser

CENTENNIAL COMMUNITY

Date: November 29, 2021

To: City Council

From: Amy Cell, Human Resources

Re: DPW Part-time Clerk position

The purpose of this letter and attachments is to recommend an additional position for the Department of Public Works. This recommendation is based on the attached job analysis, review of the number of work orders, voicemails and phone calls which demonstrates the need for additional clerical assistance in this area. Additionally, there is no backup for the DPW Clerk and that presents a problem when the current clerk is out of the office. After a thorough review of the tasks, amount of time needed to complete them, and supporting documentation we support the addition of a part-time clerk position to assist the Department of Public Works.

City of Fraser
Department of Public Safety

Police-Fire-Ambulance
33000 Garfield Fraser, Michigan 48026
(586) 293-2000 Fax (586) 296-8480

November 30, 2021

To: Elaine Leven, City Manager

Re: Request for Council Approval – Vacant Lieutenant & Sergeant's Positions

Madam,

The department has been running with only 7 of 8 sergeant positions filled and there is currently no certified eligibility list. The written promotional exam was November 9, 2021 and the oral board was completed today for those candidates meeting the standard to move forward in the process. The eligibility list would need to be certified by the Civil Service Commission before we could promote candidates to the rank of sergeant and that is scheduled for December 6, 2021.

The department has been running with only 1 lieutenant since the retirement of Int Dir Pettyes. The list for lieutenant has already been certified, however we cannot afford to promote Sgt Gillies until the vacancies can be filled in the sergeant ranks.

I have met with Amy Cell regarding the needs. I am seeking approval to promote Sgt John Gillies to the rank of lieutenant and fill the 2 vacant sergeant positions (1 current, the second will be created by Sgt Gillies's promotion). These positions are part of the current budget, and if approved, I would anticipate that these promotions would take place in early January of 2022. We have reserved seats in upcoming required training courses in anticipation of promoting the eligible personnel. (Most of these trainings are only held annually and in the winter months, with some being prerequisites for future required training courses).

Feel free to contact me should you require anything further in the matter.

Best Regards,

Lt. David Bisby
Fraser DPS
33000 Garfield
Fraser MI 48026
bisbyd@fraserdps.com
(586)-293-2000 ext 202